

To: Albright, David[Albright.David@epa.gov]; rumerill.Nancy@epa.gov[rumerill.Nancy@epa.gov]
From: Alison Jones
Sent: Mon 10/31/2016 5:37:47 PM
Subject: November 8 meeting re: Excelsior Project

Dear Mr. Albright,

Regarding the meeting on Nov. 8, we will be bringing a laptop to project various slides regarding our project. We would like to be able to patch EPA's contractor in so that they can see what we are talking about. To do this, we will need an internet connection at your office. Will it be possible for us to access internet at your office? Does EPA have a guest hookup for internet?

Also, we will need to contact your contractor to install some software (JoinMe meeting software) so that they can follow along. If you wish, I can contact them to provide this information, or I can give it to you to forward to them.

Please advise on the best way to proceed.

Thanks,

Alison H. Jones, R.G.

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